President Andy Turner called the special monthly meeting of the Board of Trustees (BoT) to order at 6:36pm on Wednesday, April 7, 2021.

**Trustees Present:** Andy Turner (president), Matt Hare (vice president), Diana Nier (clerk), Therese O'Connor, Kim Wilkinson, Simon Catterall, Carsten Hess, Lyn Staack, Jennifer Streid-Mullen (treasurer, ex officio), and Rev. Margaret Weis (ex officio).

**Trustees Absent:** Elton Hall

**FUSIT Members & Guests:** Jens Wennberg, Nancy Miller, John Gaines, James Skaley, Emily Richards, Keith Perry, Don Barber, Rich Andrulis, Marie McRae, Fred Conner

**Agenda Item # 1: Opening Reading and Consent Agenda Approval**

Andy Turner lit the chalice and read a selection. Round robin checking in.

**CONSENT AGENDA ITEMS:**

* Approve the minutes of the March 10, 2021 Board of Trustees meeting, shown in Google Docs folder as of the date and time of this meeting

**MOTION**: Approve the Consent Agenda Items. Moved by Matt Hare, seconded by Kim WIlkinson. **PASSED.**

**Agenda Item # 2: Congregational Communication Period**

* Jens Wennberg provided an update on the Stewardship campaign. As of April 7, we have $222,351 from 81 households. This is a little behind last year, but unsurprising given the lack of an in-person kickoff
* At the moment, Stewardship has no chair. Both David Salomon and Sharon Miller have stepped down, so the committee is working as a collective

**Agenda Item # 3: Congregational Administrator Search Report**

* We have had 9 applicants and 4 interviews set up, first round are Friday 4/9 through Monday 4/12
* We may have a second round of interviews later
* Search team is Rev. Margaret, Walt Peck, Jennifer Streid-Mullen, and Sarah Catterall
* The goal is to have some overlap with Jessica so we can get the new admin trained as soon as possible
* Administrator's role includes monitoring and updating databases and the website

**Agenda Item # 4: Transitional Ministry: Appoint Interim Committee**

* Consensus is to move forward with an interim minister. This does not exclude other possibilities down the road, but it gets us into position for this year's interim search period
* Recommended search team size is 3 to 5 people. We are thinking 5 people. This is so we can have the congregation at large represented as well as the current leadership
* Three board members (Elton Hall, Therese O'Connor, and Matt Hare) have volunteered to serve
* Walt Peck and Magdalen Lindeberg have been asked and are willing to serve
* We have not yet been able to get in touch with some of the other people we have considered, but will continue trying
* Discussion of makeup of the committee. We want to be sure to represent the congregation, and having four white men is maybe not the best look

**MOTION**: The Board hereby appoints an interim search committee composed of Elton Hall, Therese O'Connor, Magdalen Lindeberg, Walt Peck, and a fifth member to be appointed by EXCO. Moved by Carsten Hess, seconded by Lyn Staack.

Discussion of the proposed amendment and composition of the search team followed, culminating in a proposed amendment to the original motion:

**AMENDED MOTION:** The Board hereby appoints an interim search committee composed of Elton Hall, Therese O'Connor, and three other members to be appointed by EXCO. Moved by Carsten Hess, seconded by Lyn Staack. **PASSED.**

**Agenda Item # 5: Support for Stewardship**

* If the Stewardship Committee has any suggestions for a new chair, the Board would appreciate ideas. The Board is also brainstorming ideas. However, it's tricky to recruit a new chair who has not previously served on the committee
* A lot of the technical work is covered. The need is for someone to handle overarching vision and planning
* This could be a good opportunity for leadership development, with a co-chair situation where a new person and a current member can work in tandem
* Discussion of volunteer burnout
  + create distributed leadership
  + create brief and limited volunteer opportunities, as with Hos
* Difficult to tell what responsibilities any person already has. Breeze tags are not currently especially helpful
* In the non profit volunteer world, there is a "3 level pitch" model where you present people with 3 levels of engagement. The goal is not to have them take the most involved, but if they take a small step and have a meaningful experience, they will then "step up" to the next level

**Agenda Item # 6: Way Forward Team Discussion Summary**

* The team met this afternoon, and will present a rough draft of ideas to the congregation next week
* Next step after that is to create a flowchart of what needs to happen for us to reopen in person, in terms of benchmarks set by the city, county, state, etc.
* RE classes will be the main issue, since it's unlikely all children will be vaccinated by September
* Discussion of summer services: we have good ventilation in the parlor but it's very noisy. An outdoor location may be a better option

**Agenda Item # 7: Annual Meeting Date**

* Traditionally last Wednesday evening in May (which would be May 26 this year), but could be moved to June if necessary
* Might give Stewardship and the budget process a little more breathing space to move to June, but May is better to give new Board members time to get up to speed

**MOTION**: The Board hereby schedules the Annual Meeting for 6:00pm on Wednesday, May 26, 2021. Moved by Therese O'Connor, seconded by Kim Wilkinson. **PASSED**.

**Agenda Item # 8: Financial Update**

* $50,000 of our PPP loan repayment will be forgiven, leaving only $4,000 to repay

**MOTION TO ADJOURN:** Moved by Matt Hare, seconded by Simon Catterall. **PASSED**.

**Meeting adjourned** at **7:42pm.**

Minutes taken by Diana Nier, April 7 2021.